



District 8

A&E Contract Outreach

Land Survey Services

March 29, 2017
11:00 am – 12:00 pm
District 8
464 West 4th Street, Room 805
San Bernardino, CA 92401

Agenda


- Welcome & Roundtable Introductions
- Purpose of the Outreach
- Small Business
- Contract Overview
- Contract Scope of Services
- Tentative Schedule
- Enhanced Selection Process
- Question and Answer Session
- Networking
- Adjourn

Roundtable Introduction

- Firm Name and Individual Name (Plan to be a Prime or Sub)
- Caltrans Staff – Name, Title & Role



Purpose of this Outreach

- Contract Overview
 - Information Sharing
 - Networking Opportunity
 - Question and Answer Session
- 



Small Business

Caltrans District 8

San Bernardino and Riverside Counties

March 29, 2017



Small Business is Big Business at Caltrans

- The Caltrans District 8 Small Business office is committed to assisting Small Business (SB), Disadvantaged Business Enterprise (DBE) and Disabled Veteran Business Enterprise (DVBE) firms gain access to Federal and State contracting and procurement.

Disadvantaged Business Enterprise (DBE)

- Caltrans District 8 is committed to an overall DBE goal of 12.5 percent on its federal-funded projects based upon a race-neutral and race-conscious methodology. A DBE certification is based on: Social and Economic Disadvantage, Business Size Standards, Personal Net Worth, Ownership and Control. Nearly all Caltrans federally-funded projects will have a DBE utilization goal and so it is beneficial for qualified firms to become certified. Only DBE certified firm can qualify for this program and be counted in the 12.5 percent goal.



Small Business (SB), Disabled Veterans Business Enterprise (DVBE)

- Caltrans District 8 is committed to increasing the economic opportunity and development of SB DVBEs within State contracting. Caltrans has pledged to meet or exceed a 25% SB and 5% DVBE participation goal on State funded contracts and procurement opportunities.

Meeting the Goals:

- In order to help meet these goals, Caltrans District 8 hosts a number of educational and outreach events within San Bernardino and Riverside Counties. Annual events include: Surety (Bonding) Workshop, "How To Do Business With Caltrans," DBE Certification Workshop, SB/DVBE Certification Workshop, Mandatory Pre Bid Meetings, Regional Small Business Council Meetings and Labor and Compliance Workshops. It is the goal of the District Small Business Office to promote opportunities that will increase the DBE, SB and DVBE utilization in Caltrans contracting and procurement.

Tools:

- www.Caltrans8.info

Select “Small Business Program”

The screenshot displays the Caltrans District 8 website. The main content area features the title "District 8 - San Bernardino" with a dropdown arrow icon. Below this, there is a "Share via:" section with social media icons for Facebook, Twitter, YouTube, and Email. A paragraph states: "Caltrans District 8 covers Riverside and San Bernardino Counties in Southern California, which includes 49 incorporated cities." Another paragraph mentions: "District 8 is the largest of 12 statewide Caltrans districts and covers approximately 28,650 square miles of land. There are four interstates and 32 state routes totaling 7,200 lane miles within our boundaries." A link "Read more about District 8" is provided. Below this is a section titled "What's Happening in District 8" with a sub-menu containing "Travel Info" (highlighted), "Projects", "Media", "Programs", and "Work Alerts". Under "Travel Info", there are links for "Road Traffic and Travel", "Caltrans 511 - Smart Traveler", "Caltrans Photolog", "Construction Computer Alerts", "Traffic Counts", "Caltrans Live Traffic Video", "Rail Roadside Rest Areas", and "Local Weekly Planned Lane Closures". On the right sidebar, there are profiles for "California's Governor Edmund G. Brown Jr." and "Caltrans Director Malcolm Dougherty". Below these is the "District 8 Links" section, which lists various resources. The link "Small Business Program" is circled in red.

District 8 - San Bernardino

Share via: [f](#) [t](#) [y](#) [e](#)

Caltrans District 8 covers Riverside and San Bernardino Counties in Southern California, which includes 49 incorporated cities.

District 8 is the largest of 12 statewide Caltrans districts and covers approximately 28,650 square miles of land. There are four interstates and 32 state routes totaling 7,200 lane miles within our boundaries.

[Read more about District 8](#)

What's Happening in District 8

[Travel Info](#) [Projects](#) [Media](#) [Programs](#) [Work Alerts](#)

[Road Traffic and Travel](#) [Traffic Counts](#)

[Caltrans 511 - Smart Traveler](#) [Caltrans Live Traffic Video](#)

[Caltrans Photolog](#) [Rail Roadside Rest Areas](#)

[Construction Computer Alerts](#) [Local Weekly Planned Lane Closures](#)

District 8 Links

- [District 8 Home Page](#)
- [Sign-up For Email Alerts](#)
- [Small Business Program](#)
- [Students & Volunteers](#)
- [Construction Bidder Form](#)
- [Encroachment Permits](#)
- [Gov't Legislative Affairs](#)
- [Winter Maint & Operations](#)

Tools:

- www.Caltrans8.info

Select “Small Business Program”

Small Business Program

Small Business is Big Business at Caltrans

The Caltrans District 8 Small Business office is committed to assisting Small Business (SB), Disadvantaged Business Enterprise (DBE) and Disabled Veteran Business Enterprise (DVBE) firms gain access to Federal and State contracting and procurement.

Disadvantaged Business Enterprise (DBE)

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Tools for Small Business:

- [Caltrans Contractor Interest Registry \(For Emergency Contract Awards\)](#)
- [Department of General Services website for SB/DVBE program information](#)
- [DBE Certification Resources](#)
- [DBE Search](#)
- [Contractor's Corner \(advertised projects, bidding, awards\)](#)
- [Calmentor and Mentor-Protégé Program](#)
- [Statewide Small Business Council](#)
- [A Quick Reference Information Guide for Contractors](#)
- [Architectural and Engineering Contract Information](#)
- [BidSync Tips](#)
- [Department of General Services eProcurement and Doing Business with the State](#)
- [Title VI Program](#)

Tools:

- www.Caltrans8.info

Select "Small Business Program"

WORKSHOP AND OUTREACH EVENTS

The upcoming Workshop and Outreach events listed below are subject to change.

Document Subject	City	Start Date	End Date	Document Link
Free Surety Bonding Workshop		2017-03-28 00:00:00	2017-03-28 00:00:00	Click here
DBE Advantage Information		2017-02-08 00:00:00		Click here
DBE Supportive Services Information		2017-02-08 00:00:00		Click here
012417-Caltrans 8 Free Labor Compliance Workshop		2017-01-24 00:00:00	2017-01-24 00:00:00	Click here
Fact Sheet JPOE Phase II		2016-12-02 00:00:00		Click here
11082016-Construction Industry Outreach Meeting		2016-11-08 00:00:00	2016-11-08 00:00:00	Click here
08-0G8424-Agenda-MandatoryPreBid		2016-10-20 00:00:00	2016-10-20 00:00:00	Click here
08-0G8424-Prime Contractor Sign In Sheet-MandatoryPreBid Meeting		2016-10-20 00:00:00	2016-10-20 00:00:00	Click here
08-0G8424-SubContractor Sign In Sheet-MandatoryPreBid Meeting		2016-10-20 00:00:00	2016-10-20 00:00:00	Click here
08-0G8424-Project Presentation-Mandatory Pre Bid		2016-10-20 00:00:00	2016-10-20 00:00:00	Click here
Small Business Tools-Projects		2016-10-20 00:00:00	2016-10-20 00:00:00	Click here

EVENTS CALENDAR

Today

March 2017

Print Week Month Agenda

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	Mar 1	2	3	4
	9am D7 Mandatory Pre-Bid Meeting	10:30am D7 Informational Meeting for				
5	6	7	8	9	10	11
				1pm Caltrans' Meet the Primes: A&E	9am D8 A&E Contract Outreach For T 10am Prime Contractor Training - Ca 11am D8 A&E Public Outreach for Cu	
12	13	14	15	16	17	18

Tools:

- <http://www.dot.ca.gov/obeo/>

Office of Business and Economic Opportunity

 **Office of Business & Economic Opportunity (OBEO)**

Share via:    

The California Department of Transportation (Caltrans), Office of Business & Economic Opportunity (OBEO) is dedicated to increasing the participation of Small Business (SB), Disadvantaged Business Enterprise (DBE), and Disabled Veteran Business Enterprise (DVBE) firms in both Federal and State contracting and procurement.

The OBEO ensures non-discrimination in the execution of contracts and promotes positive external customer relations.

Disadvantaged Business Enterprise Program (DBE)

Federal Program

Caltrans is committed to an overall Disadvantaged Business Enterprise (DBE) goal of 12.5 percent on its federal-funded projects based upon a race-neutral and race-conscious methodology. To learn more about how the DBE goal was established and how to obtain DBE Certification, click on the links below:

How do I...

[Find a DBE Certified Firm](#) [Become DBE Certified](#) [Find Other Certifying Agency \(PDF\)](#)

California's Governor
Edmund G. Brown Jr.
[Visit His Webpage](#)

Caltrans Director
Malcolm Dougherty
[Caltrans](#)

Assistant Director, OBEO
Janice Salais
[Office Home Page](#)

OBEO Links

- What's New
- Disadvantaged Business Enterprise
- Title VI Program
- External Equal Opportunity Program
- Reports (DBE/DVBE Data)
- Caltrans Statewide Small Business Council
- Resources

Contacts:

David Knudsen, Supervisor

David.Knudsen@dot.ca.gov (909) 383-4657

Elizabeth Philippon, Small Business Outreach and Title VI Liaison:

elizabeth.philippon@dot.ca.gov (909) 383-6396

Tiffany Williams, Small Business Liaison:

Tiffany.Williams@dot.ca.gov (909) 383-6482

Contract Overview

Scope:

- On-Call Contract. The Consultant shall perform consultation, research, professional and technical services required for Land Survey services

Location:

- District 8 - Riverside and San Bernardino Counties

Cost:

- Contract Estimated Value is approximated \$2.6 - \$3.0 million

Duration:

- Contract term is 3 years

DBE Goal:

- 20%

Scope of Services

Types of work include but are not limited to:

- Land Net Surveys and Land Net Map
- Includes Staff Augmentation
- Control Surveys
- Photogrammetric Maps & Products
- Engineering Surveys
- As-Built Centerline Surveys
- Utility Locations Determined
- Existing Records
- Monumentation Perpetuation Record of Survey
- Staked Right of Way
- Construction Staking Package
- Project Control for Construction
- Slope Stakes, Rough Grade Stakes, Final Grade Stakes
- Drainage and Minor Structure Stakes
- Right of Way Monumentation Survey
- File Monumentation Record of Survey

Sample Type of Projects

EA	Project #	Co-Rte-PM	Project Description
0G900	0800020175	SBD 247 / 9.60 - 20.30	Widen Hwy. to 4-Lanes & add Left Turn Channelization at Intersections
0J460	0800000302	SBD 95 / 37.30	Widen Roadway and add Left-Turn pocket at Havasu Lake Rd.
34770	0800000616	SBD 58 / 0.00 - 12.90	Construct 4-lane expwy; Kramer Jct.
0G860	0814000132	SBD 40 / 105.3 - 105.6	Demolish and Reconstruct the John Wilkie SRRA (EB & WB)
1F690	0815000016	RIV 79 / 0.0 - 15.0	Mill and Overlay, Upgrade Dikes, ADA Curb Ramps, Guardrails
1F600	0814000257	RIV 79 / 25.65 - 26.40	Construct and Upgrade Existing Pedestrian Facilities to current ADA Standards
1F610	0814000258	SBD 15 / 71.6 - 75.0	Reconstruct and/or Upgrade Existing Curb Ramps to Current ADA Standards
OK123	0815000242	SBD 15 / 64.6 - 75.3	Rehabilitate Existing Mainline and Ramp Pavement
1C720	0813000003	SBD 15 / 96.1 - 124.3	Regrade Median Cross Slope
1F590	0814000256	RIV 74 / 36.9 - 43.6	Construct Sidewalks, Curb Ramps, Driveways and Other Pedestrian Facilities
1C850	0813000047	RIV 74 / 0.0 - 5.8	Widen lanes and Add Shoulders
1F141	0815000231	RIV 15 / 0.0 - 3.0	Replace Two Outside Lanes in Both Directions
1F142	0815000232	RIV 15 / 23.9-33.4	Slab replacement
1C380	0812000303	RIV 10 / 8.2 - 25.1	Pavement replacement, widen shoulders, ADA ramps
1E582	0816000073	SBD 95 / 17.0 - 17.5	Widen shoulders and install rumble strips
0Q120	0800020125	SBD 18 / 99.4 - 100.9	Widen SR 18 and construct raised curb median
0Q130	0800020212	SBD 62 / 1.9 - 7.6	Construct raised median curb
OR310	0812000027	RIV 74 / 11.7 - 14.3	Reconstruct sidewalks, curb ramps and driveways
OR300	0812000056	RIV 111 / 47.2 - 55.2	Reconstruct sidewalks and curb ramps
OR160	0812000029	SBD 40 / 50.0 - 75.0	Regrade median cross slope
1E610	0814000055	SBD 62 / 41.0 - 41.5	Widen shoulders and install rumble strips
1E460	0814000026	RIV 74 / 37.7 - 44.7	Construct raised median curb
OK291	0812000098	SBD 10 / 30.9 - 33.3	Lane Replacement
ON971	0815000101	SBD 395 / 39.0 - 45.9	Construct 4' median buffer and widen shoulder
OR120	0812000026	SBD 40 / 0.0 - 25.0	Regrade median cross slope
1E560	0814000050	SBD 247 / 39.5 - 40.0	Widen shoulders and install rumble strips
1E550	0814000049	SBD 127 / 28.0 - 28.5	Construct shoulders and install rumble strips
OF631	0813000220	SBD 395 / 11.2 - 16.6	Widen Hwy to 4-lanes
OR150	0812000025	SBD 40 / 75.0 - 100.0	Regrade median cross slope
OR142	0815000201	SBD 40 / 125.0 - 154.6	Regrade median cross slope

Tentative Schedule

- Advertisement 2nd week of April 2017
- SOQ Due 4th week of April 2017
- Interview 2nd week of May 2017
- Cost Negotiation 3rd week of May 2017
- Award & Execution 4th week of May 2017

OVERVIEW A&E LEAN SIX SIGMA CONTRACT PROCESS

Revised March 17, 2017

DPAC

Caltrans Division of
Procurement and Contracts

Your procurement partner



A&E New Consultant Selection Process

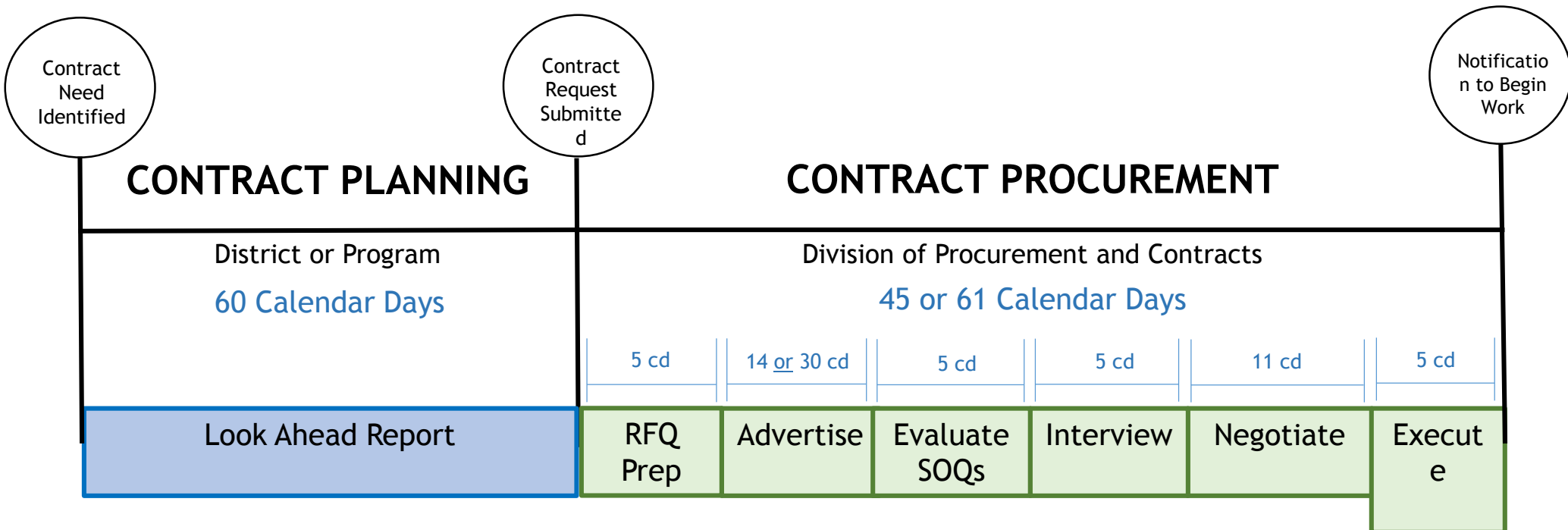
<http://www.dot.ca.gov/hq/dpac/aeinfo.htm>

The screenshot shows the Caltrans website with the following elements:

- Header:** "CA.GOV CALIFORNIA DEPARTMENT OF TRANSPORTATION". Navigation links include Home, Travel, Business, Engineering, News, Maps, Jobs, About Caltrans, and Contact Us. A search bar is located on the right.
- Breadcrumb:** "Caltrans > Business > DPAC > Architectural and Engineering Contract Information".
- Left Sidebar:** A list of links: DPAC Home, Contracts, Forms, Purchasing, Publications, and Office of Business & Economic Opportunity.
- Main Content:**
 - Updated 8/18/16**
 - Welcome to the Caltrans Architectural and Engineering (A&E) Contracts web page. This page offers links to documents and other information to assist consultants.
 - Would you like to be informed of updates to our website by email? [Subscribe to our email notification service.](#)
 - What's New?**
 - ★ [New Procuring A&E Contracts](#)

Two red arrows point to the "Subscribe to our email notification service" link and the "New Procuring A&E Contracts" link.

A&E LSS Projects



A&E Contract Planning Phase

- All Services Listed in Look Ahead Report (60 days)
- Previous Contract on Internet (Renewals Only)
- Begin Development of SOQ
- Begin Gathering Required Financial Documents



Look Ahead Report - Anticipated A & E Advertisements as of February 2017

(For Scheduled Outreach Events, go to <http://www.dot.ca.gov/hq/dpac/aeinfo.htm>)



DPAC
Caltrans Division of
Procurement and Contracts

Your procurement partner

Navigation

District	Temporary ID	Date Added to Report	Estimated Advertisement begins in Cal eProcure	Status	Advertisement at caleprocure.ca.gov		Estimated Term (Number of Years)	Type of Work	Estimated Amount (\$)	Description of Work, Outreaches & Changes	New or Replacement Service	Current/Expired Contract Number(s)	Current/Expired Contract Awarded to
					RFQ Number	RFQ Date							
43	43CSORENEW	07/07/2016	February 2017	Planning			3	HQ Cultural Studies Support	\$1,200,000	Consultation, research, professional and technical services in support of Cultural resource program guidance for the implementation of cultural resource laws, regulations and policy.	Replacement	43A0313	Statistical Research Inc. (SRI)
43	43NEWAQ	10/10/2016	March 2017	Planning			3	On-call services for Air Quality Program	\$3,600,000	*DELAY - Scope of Work is under review Professional and technical services required for Air Quality Program on an "as-needed" basis to support the Division of Environmental Analysis, Office of Hazardous Waste, Air Quality, Noise and Vibration, Paleontology (HWANP)	Replacement	43A0317	Sonoma Technology, Inc. (STI)
43	43NEWNOISE	05/24/2016	February 2017	Planning			3	On-Call Services for Bioacoustic, Hydroacoustic, Noise, and Vibration Program	\$1,500,000	*DELAY - Scope of Work is under review Professional and technical services required for Bioacoustic, Hydroacoustic, Noise, and Vibration Services on an "as-needed" basis to support the Division of Environmental Analysis, Office of Hazardous Waste, Air Quality, Noise and Vibration, Paleontology (HWANP)	Replacement	43A0306	ICF Jones & Stokes, Inc.
43	43SW-PEPT	01/11/2017	March 2017	Planning			3	Stormwater Permit Enforcement, Prevention, and tracking Southern CA	\$5,000,000	THE RFQ FOR THESE SERVICES WILL BE ADVERTISED FOR 14 DAYS. SEE FOOTNOTE #5. Technical and professional consultant services for storm water in Caltrans Districts 6, 7, 8, 9, 11 and 12.	Replacement	43A0348	Michael Baker International

Notes:

1. Subject to change without notice.
2. Services listed have not been confirmed to be services that can be acquired under GC&S 4525.
3. Scanned copies of existing contracts listed on this report can be found at <http://www.dot.ca.gov/hq/dpac/ae-contracts-lar.htm>
4. Send questions regarding this report to: AE.LookAhead.Report@dot.ca.gov
5. Consultants that intend to submit Statement of Qualifications (SOQ) are strongly encouraged to begin developing their SOQ package and Financial Documents as soon as notice of the impending RFQ is posted to this report.

2/17/2017

- » DPAC Home
- » Contracts
- » Forms
- » Purchasing
- » Publications
- » Office of Business & Economic Opportunity



[Caltrans](#) > [Business](#) > Division of Procurement and Contracts

A&E Executed Contracts

Contract No./Service	Contractor/Vendor
03A2086 Construction Engineering and Construction Inspection Support Services, Materials Sampling and Testing Services, and Claims Support Services	Vali Cooper & Associates, Inc. Sacramento, CA
03A2087 Construction Engineering and Construction Inspection Support Services, Materials Sampling and Testing Services, and Claims Support Services	CALTROP Corporation Rancho Cucamonga, CA
03A2156 Cultural Resource Support Services	Pacific Legacy, Incorporated El Dorado Hills, CA

Financial Documents Submittal Checklists

Legend:

Greyed Out Cell = Not Applicable

Safe Harbor Rate (SHR) = Utilizing or Requesting SHR

Architectural and Engineering Contracts \$3.5 Million or Higher (Case 3)
Financial Documents Submittal Checklist

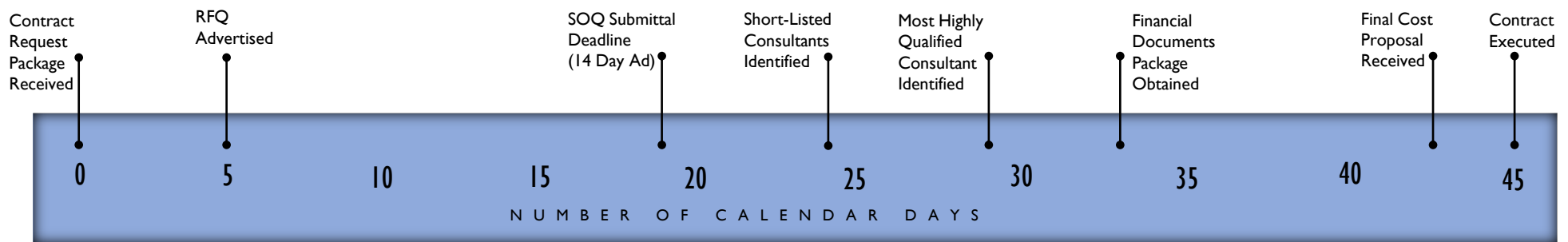
posted at <http://www.dot.ca.gov/hq/dpac/aeinfo.htm>

NOTE: Contract subject to audit or review by Caltrans' Audits & Investigations (A&I) after execution and A&I reserves the right to request additional information at that time.

Contract # _____ Contract Value: _____ Contract Term: _____

						Indirect Cost Rates				Cost Proposal & Schedule of ODC Items						
			1	2	3	4	4a	5	6	7	7a	8	9	10	11	
Firm Type	Prime or Sub Name	Caltrans Comments	Cognizant Approval Letter* or Acceptance	CPA Audit ICR	Prior FY ICR for Prime	Indirect Cost Rate	Field Indirect Cost Rate	Contractor Cost Certification	*Executive Compensation Analysis	Complete Cost Proposal	Cost Justifications for ODC	Prevailing Wage Policy	Certified Payroll	Overtime (OT) Policy	AASHTO ICQ Appendix B	Checklist
\$3.5M Firm																
Firm w/Audit																
Firm w/Audit																
Firm w/Audit																
Firm w/Audit																
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Safe Harbor Rate																
Rate																
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A&E Contract Procurement Process



DPAC

Develop RFQ

Evaluate Responsiveness

Conduct Negotiations

Finalize Contract

Sign Contract

Selection Committee

Initial Evaluation (SOQ Review)

Final Evaluation (Interviews)

Consultant

Submit SOQ by 3:00pm

Complete Financial Documents Package

Respond to Assessment

Sign Contract

A&I

Review SHR Apps

Evaluate Financial Documents

RFQ Advertisement

- 14 day ad for Renewal of Existing Contract
 - On LAR for 60 days and Existing Contract Posted
 - No Significant Change In Scope
 - Expired within Last 36 Months
- 30 day ad for New A&E Contract
 - Significant Change from Recently Active Contract
 - Entirely New Scope

SOQ Development

- Use Current SOQ Submittal Instructions
- SOQ Responsiveness Checklist
- Use of FILR to Submit Electronic SOQ Submittal

Initial Evaluation

- SOQ Responsiveness Check
- Selection Committee Evaluates SOQs (5 days)
- Strengths and Weaknesses Documented

Short List Identified

- Notice to All Responsive Firms
- Invitation to Interview
 - Sample Example Task Order Provided

Final Evaluation

- Example Task Order presentation
- Presentation and Interview (5 days after determining short list)
- Reorder of Interview Structure
 - Example Task Order Presentation (Part A)
 - Consultant's Technical Scenario Questions Review
 - Consultant's Oral Responses to Technical Scenario Questions (Part B1)
 - Consultant's Closing Statement on Technical Scenario Questions (Part B2)
- Strengths and Weaknesses Documented

Consulting Firm Selection

- Most Highly Qualified Consulting Firm Identified (1 day)
- Notice to All Interviewed Firms
- Selected Firm Notified:
 - Scheduled Negotiation Meeting
 - Deadline to Submit Financial Documents Package

Negotiation

- Scope Limited to Contract Fee, Escalation Rates, and Audits & Investigations' Financial Document Assessment
- Coordinator Facilitates
- Contract Manager May Attend

Financial Document Assessment

- Financial Document Checklist (internet)
- Audits and Investigations Conducts Assessment
- Respond to Action Items within 48 hrs

Contract Execution

- Consultant Provides Final Documents
 - Cost Proposal
 - Insurance Certificate
 - Payee Data Record (Std 204)
 - Contractor Certification Clauses (CCC-307)
- Return Signed Contract within 24 hrs of Receipt

Contract specific questions must be directed to the DPAC
Contract Analyst noted in the RFQ.



DPAC Website

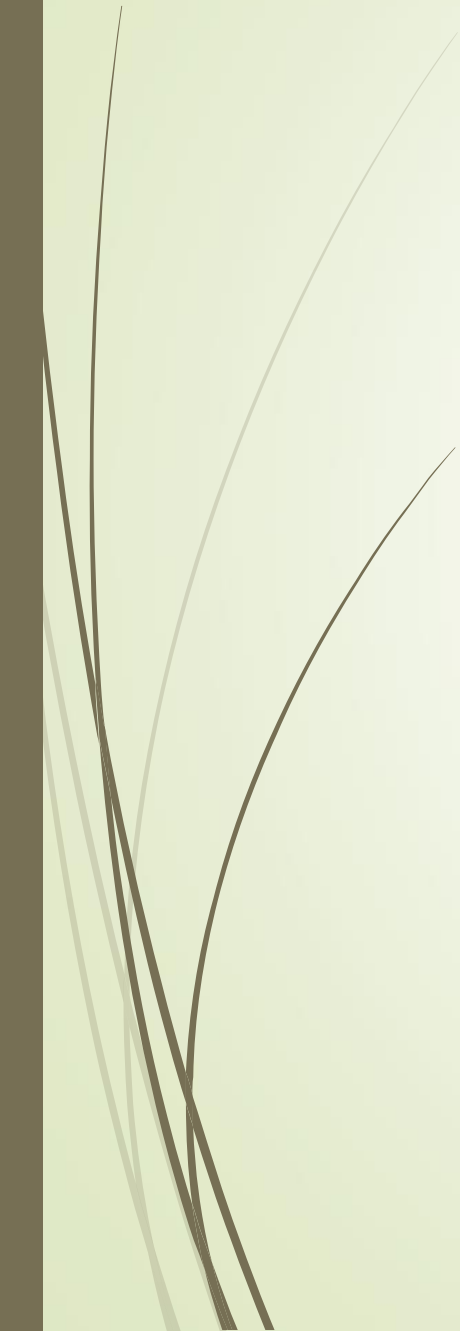
For information and procedures on Caltrans A&E contracts, visit the Division of Procurements and Contracts (DPAC) website:

- <http://www.dot.ca.gov/hq/dpac/aeinfo.htm>
- <http://www.dot.ca.gov/hq/dpac/ae/doc/lookahead.pdf>

Question and Answer Session



Networking



Adjourn

